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Executive Registry

2-7302

25 March 1952

MEMORANDUM TO: Deputy Director (Plans)
FROM : Assistant Deputy Director, Plans (Administration)
SUBJECT : T/O Request from ADCO

1. The attached T/O request is, to me, an eminently sensible one, and I recommend its acceptance in toto.

2. The figures shown say essentially this:

A. ADCO proposes to transfer a certain number of overseas vacant slots in his already approved T/O to headquarters and Signal Center. It is not contemplated to fill these overseas slots within the foreseeable future. Hence, the transfer, as proposed, is one which the DD/P can authorize pursuant to the subsidiary determinations which surround recent ceiling imposition.

B. The T/O request embodies two phases. The first is that wherein action is proposed now, and the second phase is only an alert that, at a subsequent time, application for raise in ceiling will be made. The new T/O embodying phase two, is, however, necessary now.

C. It is to be noted that the presently authorized T/O inherited from OSO is in total reduced in phase one to the exact amount of the ceiling, and ADCO assures that there is no injury as of the present time in the ceiling imposition.

The most important reason for a new T/O is to make the organization conform to facts presently existing. One illustration of this is that, when Commo was removed from OSO and set up as an office, certain new slots (the Assistant Director, Plans and Policy, and Administration) were automatically imposed. These are by-products of the fact of creation of the office. In addition, as a further example, a list of other changes should be registered properly in a new T/O. These changes are principally the transfer of eighteen slots of the OPC Cable Registry to Commo, eight slots for the increase in Signal Center traffic, reduction of three slots each in Security and [redacted] an increase of [redacted] slots in Engineering, which includes maintenance, inspection, installation, etc.

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3. It is to be noted that, in this proposal that phase one conform exactly to the ceiling, Commo is servicing the priority slots and is omitting, as being of less priority, certain important activities.

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I make this point in order to emphasize the fact that we must not let T/O mechanisms, of one kind or another, stand in the way of gaining the great advantage of [redacted] personal interpretation of his mission, and that one of the best ways to assist ourselves in growing to maturity is to take full advantage of his presence.

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4. As a quite subsidiary point, I believe that the [redacted] category is improperly set in view of the fact that Commo's [redacted] slots are charged against headquarters, as are the Signal Center slots. The latter has about [redacted] and the former, about [redacted]. Both of these should be designated as [redacted]. Obviously, the same fact distorts the headquarters total injuriously. This should also be fixed in the new T/O.

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5. I spent about two hours with [redacted] and his people on this problem, and I am convinced as to its soundness. Accordingly, I recommend your approval to DD/A for complete implementation.

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Attachment

*Approved by DD/P to DD/A (ER-2-7308)
by memo to DD/A to me verbally
and approved by DD/A to me
on 2 apr '52 [redacted] 3 apr.
XO OTW 3 apr.*

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